



**TENNESSEE BOARD OF FUNERAL DIRECTORS AND EMBALMERS
BOARD MEETING AGENDA**

**May 11, 2004, 10 A.M. (CENTRAL TIME)
DAVY CROCKETT TOWER, CONFERENCE ROOM 160
500 JAMES ROBERTSON PARKWAY
NASHVILLE, TENNESSEE**

CALL TO ORDER AT _____ BY _____

ROLL CALL:

<u>BOARD MEMBERS</u>	<u>PRESENT</u>	<u>ABSENT</u>
JOE BAUMGARTEL	_____	_____
BOB ARRINGTON	_____	_____
DANNY COOK	_____	_____
WENDY HELLUM	_____	_____
BOB FOSTER	_____	_____
RALPH BUCKNER	_____	_____
WAYNE HINKLE	_____	_____

APPROVAL OF MINUTES FOR APRIL 13, 2004 MEETING:

APPEARANCE BEFORE THE BOARD:

James E. Gipson – Complainant
Complaint # 200208001

INFORMAL HEARINGS:

Funeral Board vs. Victory Funeral Home, Memphis, TN – Monica L. Auston, Manager
Complaint #200317342

Funeral Board vs. T. H. Hayes & Sons, Memphis, TN – Paul Parham, Manager
Complaint #200317344

APPROVAL OF LICENSES:

LINDA BARHAM
Finley, TN

FUNERAL DIRECTOR

Ms. Barham apprenticed at Dyersburg Funeral Home in Dyersburg, Tennessee, under the supervision of Danny Cook, Funeral Director license #3358 and Embalmer license #3704. Ms. Barham passed the Tennessee Funeral Director and the Tennessee State Law Exams on April 13, 2004.

MOTION _____ PASS/FAIL _____ SECOND _____

BETTY JANE BOALS
Dyersburg, TN

FUNERAL DIRECTOR

Ms. Boals apprenticed at Dyersburg Funeral Home in Dyersburg, Tennessee, under the supervision Danny Cook, Funeral Director license #3358 and Embalmer license #3704. Ms. Boals passed the Tennessee Funeral Director and the Tennessee State Law Exams on April 13, 2004.

MOTION _____ **PASS/FAIL** _____ **SECOND** _____

ROBERT STEWART SYKES
Clarksville, TN

FUNERAL DIRECTOR

Mr. Sykes apprenticed at Sykes Funeral Home & Crematory in Clarksville, Tennessee, under the supervision of Robert E. Sykes, Funeral Director license #2043 and Embalmer license #2926. Mr. Sykes passed the Tennessee Funeral Director and the Tennessee State Law Exams on April 13, 2004.

MOTION _____ **PASS/FAIL** _____ **SECOND** _____

DEWEY LEE THOMAS
Limestone, TN

FUNERAL DIRECTOR

Mr. Thomas apprenticed at Jeffers Mortuary in Greeneville, Tennessee, under the supervision of Richard Jeffers, Funeral Director license #2379 and Embalmer license #3119. Mr. Thomas passed the Tennessee Funeral Director and the Tennessee State Law Exams on April 13, 2004.

MOTION _____ **PASS/FAIL** _____ **SECOND** _____

SANDRA F. WALKER
Nashville, TN

EMBALMER

Ms. Walker apprenticed at Marshall-Donnelly-Combs Funeral Home in Nashville, Tennessee, under the supervision of Keith Stapleton, Funeral Director License #3236 and Embalmer license #3612. Ms. Walker passed the Tennessee Embalmer Exam on April 13, 2004. She passed the Tennessee Funeral Director and Tennessee Law Exams on April 20, 2001. She has been licensed as a Funeral Director since June 14, 2001.

MOTION _____ **PASS/FAIL** _____ **SECOND** _____

ESTABLISHMENTS:

HAMILTON HILLS FUNERAL HOME, LLC
Antioch, TN

NAME CHANGE

This establishment is owned by William W. Gregory, Jr. The manager will be William W. Gregory, Jr., Funeral Director license #4350. The establishment would like to change their name to **Hamilton Hills Funeral Home & Cremation Center**. This establishment would like to retain license #1107.

MOTION _____ **PASS/FAIL** _____ **SECOND** _____

HARPETH HILLS FUNERAL HOME
Nashville, TN

NAME CHANGE

This establishment is owned by Harpeth Hills Memory Gardens, Inc. The manager will be Heather L. Saunders, Funeral Director license #5055 and Embalmer license #5056. The establishment would like to change their name to **Harpeth Hills Memory Gardens, Funeral Home & Cremation Center**. This establishment would like to retain license #849.

MOTION _____ **PASS/FAIL** _____ **SECOND** _____

WEST HARPETH FUNERAL HOME, LLC
Nashville, TN

NAME CHANGE

This establishment is owned by William W. Gregory, Jr. The manager will be Thomas H. North, Jr., Funeral Director license #4635 and Embalmer license #4636. The establishment would like to change their name to **West Harpeth Funeral Home & Crematory**. This establishment would like to retain license #1016.

MOTION _____ **PASS/FAIL** _____ **SECOND** _____

HENDERSONVILLE FUNERAL HOME & MEMORY GARDENS
Hendersonville, TN

NAME CHANGE

This establishment is owned by William W. Gregory, Jr. The manager will be Thomas W. Bowers, Funeral Director license #3049 and Embalmer license #3486. The establishment would like to change their name to **Hendersonville Memory Gardens, Funeral Home & Cremation Center**. This establishment would like to retain license #1127.

MOTION _____ **PASS/FAIL** _____ **SECOND** _____

COFFEY MORTUARY
Tazewell, TN

OWNERSHIP CHANGE/NAME CHANGE

This establishment was purchased by Alderwoods (Tennessee), Inc. The establishment will be managed by Francis Rasnic, Funeral Director license #3576. The establishment would like to change their name to **COFFEY FUNERAL HOME**. This establishment would like to retain license #178.

MOTION _____ **PASS/FAIL** _____ **SECOND** _____

COFFEY MORTUARY
Harrogate, TN

OWNERSHIP CHANGE/NAME CHANGE

This establishment was purchased by Alderwoods (Tennessee), Inc. The establishment will be managed by Francis Rasnic, Funeral Director license #3576. The establishment would like to change their name to **COFFEY FUNERAL HOME**. This establishment would like to retain license #963.

MOTION _____ **PASS/FAIL** _____ **SECOND** _____

NAVE FUNERAL HOME
Erin, TN

OWNERSHIP CHANGE

This establishment was purchased by Alderwoods (Tennessee), Inc. The establishment will be managed by Kenneth R. Self, Funeral Director license #4842. This establishment would like to retain license #222.

MOTION _____ **PASS/FAIL** _____ **SECOND** _____

MCREYNOLDS – NAVE & LARSON FUNERAL HOME
Clarksville, TN

OWNERSHIP CHANGE

This establishment was purchased by Alderwoods (Tennessee), Inc. The establishment will be managed by Edward N. Larson, Funeral Director license #3412 and Embalmer license #3729. This establishment would like to retain license #430.

MOTION _____ **PASS/FAIL** _____ **SECOND** _____

**LEGAL REPORT:
MARILYNN TUCKER, STAFF ATTORNEY**

**STAFF REPORT:
ROBERT B. GRIBBLE, EXECUTIVE DIRECTOR**

1. Closed Establishment

Midtown Funeral Chapel, Inc. – Harriman, TN

On April 14, 2004, the board office received notification from Connie D. Sharp, Manager, stating this establishment closed for business as of Friday, April 9, 2004. The establishment had been operational only since December 10, 2003.

2. Notice of Violation Form

Whenever the field representatives inspect establishments and determine that Chapter 5, Title 62 of Tennessee Code Annotated, governing the operation of Funeral Directors, Embalmers and Funeral Establishments is being violated, a Notice of Violation indicating either a warning or citation is issued to the establishment or individual.

3. Funeral Directors Refusing to Promptly Surrender Deceased Human Remains

The Board Office receives frequent telephone calls where problems have occurred whenever one funeral home is initially called to take charge of the funeral arrangements and then, for some reason, a different funeral home is selected to be in charge of the arrangements. Each caller is referred to Tennessee Code Annotated §62-5-317(a)(7), which states "The board may refuse to grant, or may suspend, revoke or refuse to renew, any license granted to any person under the provisions of this chapter if the applicant or holder thereof has been guilty of refusing to promptly surrender the custody of a dead human body upon the expressed order of the person legally entitled to such body."

4. Inactive License Requests

Since the increase of fees in 2002 and the recent mailing of a large number of renewal notices, the Board Office has received numerous requests for an "Inactive" license status.

5. DISCIPLINARY ACTIONS

Complaint #200315941

Action/Penalty: Letter of Caution

Statute/Rule: TCA §§ 62-5-107 and 62-5-101(1) – Person or persons legally entitled to authorize the cremation of a dead human body

Status: A "Letter Of Caution" was issued urging the establishment to be very cautious when obtaining permission from the next-of-kin for a cremation.

6. CONTINUING EDUCATION

The Executive Director does not recommend any approvals for extensions of time for licensees to complete the continuing education requirements.

OTHER BUSINESS: